

# Portbury Parish Council

## MINUTES

Minutes of the meeting held 7<sup>th</sup> March 2020  
Village Hall, High Street, Portbury

**Present:**

**Councillors:** Cllr Mr Cooke Cllr Mr Romanski Cllr Mrs Cowlard  
Cllr Mr Coles Cllr Mr Lanham

**Chairman:** Cllr Phipps

**Clerk:** Minutes taken by Dawn Drower - Clerk

**Representatives:** Alex Hearn - NSC (7.35pm)

**Others:**

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Meeting commenced at 7.30pm

No	Item	Action
PC/0320/01	<b>Declaration of Interest by Members</b> – None declared	
PC/0320/02	<b>Apologies received</b> – None	
PC/0320/03	<b>Minutes</b> of PPC's monthly meeting held on the 3rd February 2020 were presented.  Proposed Cllr Mr Cooke Seconded Cllr Mrs Cowlard <b>Resolved that:</b> Minutes were agreed by all.	<b>ALL</b>
PC/0320/04	<b>Chairman's report</b> Prior to the meeting Cllr Mr Phipps had circulated a report for review to councillors. Cllr Mr Phipps commented on planning, and council administration. All are covered in the relevant sections.	<b>MAP</b>
PC/0320/05	<b>Finance</b> <b>(a) Payments for authorisation</b> – As per schedule presented prior to meeting. <b>RESOLVED that:</b> The payments as scheduled in the Finance Report were approved.	<b>ALL</b>

	<p>Clerk Mrs Drower commented that at the end of February there had been no unscheduled spend and we are still on target for budget spend. Clerk Mrs Drower commented that Kevin Weekes invoice had come in after the agenda, but the cost was budgeted apart from the extra cost for fixing the bench and asked Cllrs if they were happy to pay his invoice. All agreed. Cllr Mrs Drower commented that as the running costs have increased, she has amended the running cost reserve in line with this.</p>	<p><b>DD</b></p>
<p><b>PC/0320/06</b></p>	<p><b>Crime and Disorder</b>  <b>(a)Crime Stats</b> -Clerk Mrs Drower commented that there were no crime stats for February. Cllr Mr Phipps commented that he had not heard any reports of crime. Clerk Mrs Drower commented that we had received an email from Avon and Somerset police saying that they are going to pilot a new scheme sending us a newsletter and local crime reports on a regular basis. This won't be individualised, but general for all local parish councils.  <b>(b)Local crime</b> – No local crime has been reported. Clerk Mrs Drower commented that there had been a spate of burglaries, one from a garden shed and two containers broken into in Clapton in Gordano, and garden equipment stolen. A barber's shop in Portishead High St had also been broken into.  Cllr Mr Romanski commented that a stolen moped had been dumped in a ditch in the village. Cllr Mr Romanski reported it to Bristol Bike Awareness, as he could not get through to the police.</p>	<p><b>DD</b></p>
<p><b>PC/0320/07</b></p>	<p><b>Planning</b>  <b>Applications received:</b>  <b>(a) 19/P/3017/LBC</b> – The Priory – Listed building consent - approved  <b>(b) 19/P/3019/ADV</b> – The Priory – Advertising consent - approved  <b>(c) 19/P/3086/FUL</b> – Barn at Honor Farm – Demolition of part agriculture building – approved.  <b>(d)20/P/0289/CQA</b> – Honor Farm – prior approval for conversion of agricultural building to residential. Cllr Mr Phipps commented that this is a repeat of the previous scheme 19/P/0701/CQA which was refused permission on technical grounds and was withdrawn. The technical issues concerned the ground levels and roof strength. Looking at the new application, the issue around the roof appears to have been resolved using materials of a lighter weight, and the ground levels appear to have been addressed. Cllr Mr Phipps suggested to Cllrs that we make no comment. All Cllrs agreed.  <b>Enforcement:</b>  11 Priory Walk – Cllr Mr Phipps commented that it is not clear from the regulations and guidance whether or not</p>	

	<p>this configuration of porch needed planning permission as it abutted the adjoining property. Whilst formal building regs approval is not needed for porches less than 6sq metres, it is expected that glazing and electrics are carried out to the latest required standard. We will need to seek guidance as to what the basis of the enforcement is. Cllr Mr Phipps further commented that we have no comment to make on party wall matters, but we note that there are regulations governing this. Party walls are outside of our jurisdiction. Cllr Mr Phipps commented that whilst enforcements are outside of our remit, we do not have a problem with the visual appearance of the porch. The minutes with our discussion will be available to the resident. All Cllrs agreed.</p>	
<p><b>PC/0320/08</b></p>	<p><b>Maintenance</b>  <b>(a)Lengthsman</b> – Clerk Mrs Drower commented that we have had confirmation from our insurance company that Kevin is covered to carry out our weekly play equipment inspections. Clerk Mrs Drower commented that Kevin noted some items would need looking at in due course. Clerk Mrs Dower and Cllr Mrs Cowlard will organise.  <b>(b)Contractor for hedge cutting</b> – Cllr Mr Lanham has sourced a contractor who has quoted £180-£200 for half a day or £350-£400. Cllr Mr Phipps commented that we could use a contractor for a whole day around the village cutting back hedges. Cllrs agreed although were unhappy as this should be carried out by NSC.</p>	<p><b>DD/WC</b></p>
<p><b>PC/0320/09</b></p>	<p><b>Council Administration/Correspondence</b>  <b>(a)Task monitor</b> – Clerk Mrs Drower asked if HE working party had been out as promised to clean and clear the footbridge, and also repair the broken fencing at the end of Station Road. Cllr Mr Cowlard commented that the footbridge had not been cleared, and that the fencing had been repaired but not sure if it was Kevin’s temporary repair or HE permanent repair. Clerk Mrs Drower commented that she will go back to HE.  <b>(b)Dog litter bin for Village Hall Car Park</b> – Clerk Mr Drower commented that there appeared to be only two companies who provided dog waste bins and that the two that fitted in with other dog waste bins in the village were between £230 and £283. These were moulded plastic. Cllr Mrs Cowlard had found one for £105. Cllrs agreed that the cheaper metal one in green would be suitable. Cllrs agreed a cost of £200 including fitting.   Proposed Cllr Mr Phipps    Seconded Cllr Mr Lanham   <b>(c)Bench for Mill Close</b> – Clerk Mrs Drower commented that the bench had been delivered and then fitted by Kevin Weekes.</p>	<p><b>DD</b></p> <p><b>DD</b></p>



Phipps commented that he would contact Nigel Ashton too prior to approaching NSC officers on this matter..

**(g)Accident on M5 near play area** – Cllr Mr Phipps commented that he had contacted Sean Walsh HE to advise him of the crash, and Sean has suggested meeting on site to discuss the safety of the metal barriers on the motorway.

**(h)Play area – update** – no update

**(i)Extra black bin request** – Clerk Mrs Drower commented that the Parish Council had originally purchased an 1100 litre rubbish bin with a gravity lock. However, we were informed by John Carson NSC that the bin was too heavy for the bin lorry and suggested replacing the 1100 litre with two smaller black bins, which we agreed to, we purchased gravity locks for these too. However, apparently these two bins were still too heavy for the lorry to lift, and after further discussion with John Carson NSC, these two were then replaced by three even smaller bins by NSC. We purchased three more gravity locks. Clerk Mrs Dower commented that she had emailed John Carson and phoned (leaving messages) on several occasions as the three bins are about two thirds of the capacity of our original bin, and we do not have enough space for our rubbish, largely collected by the lengthsman. Clerk Mrs Drower had, prior to the meeting, discussed with Alex Hearn the predicament and the lack of response from John Carson. Alex Hearn commented that he has been in contact with Colin Russell NSC to try and resolve the situation and will come back to us as soon as he hears back.

Cllr Mrs Cowlard pointed out that the three small bins have had a line marked around them internally approx. halfway up, and we are not supposed to fill them above these lines.

Cllr Mr Phipps commented that in the past there was never an issue with emptying the original large 1100L bin until the contractor changed, and presumably they must have much smaller bin lorries.

Clerk Mrs Drower commented that we really need an extra three small bins, and asked Alex Hearn if he could help arrange this.

**(j)Somerset Village of the Year** – Cllr Mr Phipps commented that regrettably we do not think we have the capacity to enter this. All agreed.

**(k)Local parking proposals consultation** – Cllr Mr Phipps commented that he felt there were two elements to the local parking proposal consultation, which is currently open to residents for their comments. Cllr Mr Phipps commented that alongside the obvious financial part of the introduction of parking charges, there was also the environmental consideration. Alex Hearn NSC commented that the environmental consideration was definitely part of the reason. The raising of income through car park charges is regulated and can only be

DD/AH

	<p>spent in certain areas, however the climate angle should not be dismissed. Alex Hearn further commented that domestic and commercial CO2 emissions have actually reduced in North Somerset over the last 5 years, but transport has not.</p> <p>Cllr Mr Coles commented that it appears that public transport is decreasing at the same time as car parking charges are introduced and this goes against trying to deter people from using their cars.</p> <p>Alex Hearn commented that NSC are trying to work with 1<sup>st</sup> Group to increase their timetables. Also, the DOT have recently announced that they are going to release more funding for buses throughout the country.</p> <p>Cllr Mr Phipps commented that environmental concerns seemed to be the main issue in the consultation, yet by introducing charges this could have the opposite effect with more cars moving around due to timed parking, which in turn could make pollution worse. Cllr Mr Phipps further commented that a comparison of local sites e.g. Clifton Village where parking charges were introduced would be helpful showing the effects it had on the High Street and also on pollution levels.</p> <p>Cllr Mr Phipps commented that he would draft a response based on the discussions tonight and circulate to Cllrs for their views. We have until the 31<sup>st</sup> March to respond.</p> <p>Cllr Mr Phipps commented that a new request has been received from Highways to ask our views on possible parking restrictions or relaxing of parking restrictions in our Parish from David Bailey NSC. This consultation needs to be publicised in the parish, via newsletter update and Facebook. We will discuss our own views on this at the next council meeting.</p>	MP
PC/0320/10	<p><b>Sheepway issues</b> – Cllr Mr Lanham commented that he is happy to manage the contractor (prices quoted in <b>PC/0320/08 (b)</b>). Cllrs were happy to go ahead and clear overgrown pathways along Sheepway.</p>	KL
PC/0320/11	<p><b>Allotments update</b> – Cllr Mr Coles asked whether, when the working party meet, the minutes of the meeting need to be sent into the office. Cllrs agreed that the minutes should be sent into the office.</p> <p>Clerk Mrs Drower will still continue to do administrative duties such as raising invoices, sending out contracts, letters etc;</p>	TC/DD

**Meeting finished at 9.40p.m.**

**Portbury Parish Council Adcroft House, 15 Roath Road, Portishead, BS20 6AW**